



# NEW ORLEANS POLICE DEPARTMENT OPERATIONS MANUAL

## CHAPTER: 2.1

### TITLE: EMERGENCY / SPECIAL EVENT MUTUAL AID & OUTSIDE AGENCY ASSISTANCE

**EFFECTIVE: 12/3/2017**

**REVISED: Replaces Policy/Procedure 352**

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#### PURPOSE

The purpose of this policy is to provide guidance to members in requesting or responding to a request for mutual aid or when assisting another law enforcement agency in the event of an emergency or special event (R.S. 33:2337; R.S. 33:2338).

#### POLICY STATEMENT

1. It is the policy of this department to provide assistance to requesting agencies whenever reasonably possible.
2. Assistance shall be consistent with the applicable laws and policies of this department when another law enforcement agency requests mutual aid or outside agency assistance.
3. Members providing assistance under this Chapter are required to comply with all applicable NOPD policies, rules and regulation when working with other agencies. Where the policies of the agency NOPD is assisting conflict with NOPD policy, **NOPD policies prevail**. If such a conflict creates operational problems, the conflict should be directed to the Superintendent or his designee
4. While providing short term mutual aid that is not pursuant to an existing agreement between the agencies, members of the NOPD shall work under the direct supervision of NOPD supervisors but not under the direct supervision of the requesting agency. If requested, NOPD members shall have the same law enforcement authority as the personnel of the requesting agency (See: R.S. 33:2337).
5. The City may also establish an agreement for joint law enforcement assistance with another local government body provided those agreements meet statutory requirements pursuant to R.S. 33:1324 and clearly stated that NOPD members are required to abide by NOPD regulations at all times.

**DEFINITIONS:**

Definitions relevant to this Chapter include:

**Emergency**—Means an actual or potential condition that poses an immediate threat to life or property and exceeds the capability of the requesting agency to counteract successfully.

**Law Enforcement Agency**—Any sheriff, constable, or police force as defined by law and the Department of Public Safety and Corrections. (See: RS 46:1842).

**Mutual aid**—In emergency services, **mutual aid** is an agreement among emergency responders to lend assistance across jurisdictional boundaries. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire.

**Peace officer, police officer or law enforcement officer**—A commissioned member of a law enforcement agency with the legal authority within his/her jurisdiction, to enforce the laws of the State of Louisiana, his/her municipality, or parish (See La. R.S. 40:2402).

**Special event**—Means an actual or potential situation that poses or may pose a threat to life or property because of the number of people involved and exceeds the capability of the requesting agency to counteract successfully.

**ASSISTING OUTSIDE AGENCIES**

6. Requests for any type of assistance from other agencies are generally received via radio transmission or from Communication Services and are routed to the Platoon Commander or an on-duty supervisor of the District for approval. Any such response to assist an outside agency should be considered for authorization pursuant to law, an established mutual aid plan or specific Departmental regulations (i.e. **Chapter 41.5 - Vehicle Pursuit**).
7. When a peace officer of an outside agency requests the assistance of this department in taking a person into custody, available District officers shall respond and assist in making a lawful arrest. If an officer receives a request in the field for assistance, that officer shall notify a supervisor in advance of taking action if possible. Arrestees may be temporarily detained by this department until arrangements for transportation are made by the outside agency.
8. When such assistance is rendered, the responding NOPD member will request an item number and complete an incident report (EPR) to report all action taken by NOPD members.
9. The member's supervisor, if working, or a District supervisor shall make the scene where NOPD members have rendered assistance to an outside agency involving an arrest. All Departmental use of force reporting guidelines apply.

**REQUESTING ASSISTANCE FROM OUTSIDE AGENCIES**

10. If assistance for NOPD members is needed from another agency, the member requesting assistance shall first notify his supervisor of his/her intentions. The NOPD officer or supervisor should direct assisting personnel to where they are needed and to whom they should report when they arrive.

11. All requests for assistance by NOPD from an outside agency will be made through Communications Services. Except in exigent circumstances, the request shall be noted and approved by a district supervisor, preferably the Platoon Commander of the District of occurrence.
12. The requesting officer should request a common radio frequency for use by all involved agencies so that communication can be coordinated as needed.

### **EMERGENCY INCIDENT MANAGEMENT MUTUAL AID**

13. State, regional or parish/county agencies may be summoned to assist and coordinate emergency services such as natural disasters, civil unrest, large crime scenes, major accidents and hazardous or chemical spills.
14. The Incident Commander is charged with making an immediate appraisal of the situation and it's potential.
15. The first responding officers should keep in mind the main **Public Safety Goals** in an incident response:
  - (a) Save lives and protect first responders,
  - (b) Stabilize the incident, and
  - (c) Protect property and the environment.
16. The first responding officers should:
  - (a) Establish scene management utilizing the structure of NIMS and Incident Command, (See **Appendix A – First Responder and Incident Commander Initial Tasks**).
  - (b) Detect/determine the presence of dangerous conditions or hazardous materials,
  - (c) Begin identification of dangerous conditions or hazardous materials (may use the Emergency Response Guidebook [ERG 2012](#) by the U.S. Department of Transportation),
  - (d) Isolate the incident and identify zones of activity,
  - (e) Contain the incident without risking unnecessary exposure,
  - (f) Perform rescue, emergency medical and other critical life-saving response activities in accordance with the City Emergency Operations Plan and Police Department Emergency Operations Plan,
  - (g) Begin evacuation or direct in-place sheltering if needed,
  - (h) Consider personal protection/decontamination,
  - (i) Seek additional resources if the event exceeds, or is expected to exceed, the capability of local resources, including mutual aid and state or federal assistance. (When requesting local, state or federal assistance, this department should clarify whether it is requesting assistance only or complete scene management.)

### **REQUESTING ASSISTANCE (NATIONAL GUARD OR FEDERAL)**

17. The **Louisiana Emergency Assistance and Disaster Act of 1993, Section S 725** designated the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) as the state homeland security and emergency preparedness agency for the State of Louisiana. The director of GOHSEP is responsible for the management and coordination of all activities relating to emergency or disaster prevention, preparedness, and response for the State of Louisiana.

18. The Louisiana Emergency Assistance and Disaster Act of 1993, Section S 727 requires the Parish President (the Mayor of New Orleans) to establish a parish/city Office of Emergency Preparedness. **The Mayor of New Orleans is the only person in Orleans Parish who can declare an emergency in Orleans Parish and request federal assistance through the State of Louisiana.**
19. The Louisiana Emergency Assistance and Disaster Act of 1993 S 728 authorizes the establishment of individual Parish homeland security and emergency preparedness agencies. The New Orleans Office of Homeland Security & Emergency Preparedness (NOHSEP) is authorized to assist local officials in preparing local emergency action plans and coordinating federal, state and local disaster or emergency operations.
20. Any request for assistance shall be made by the New Orleans Police Department to the State of Louisiana ONLY by the Superintendent of Police or his/her designee via the New Orleans Office of Homeland Security & Emergency Preparedness (NOHSEP).

**Appendix A - First Responder and Incident Commander Initial Tasks**

### First Responder and Incident Commander Initial Tasks

	<p><u>Public Safety Goals</u></p> <ol style="list-style-type: none"> <li>1. Save Lives and Protect First Responders</li> <li>2. Stabilize the Incident</li> <li>3. Protect Property and the Environment</li> </ol>	
<b>Check List of Things To Do:</b>		
Park Command Vehicle upwind/up hill. Don't get too close to scene.		
Setup the command post away from direct involvement with casualties.		
Provide detailed report on type of incident. (see back for checklist)		
Request Additional Resources:		
Secure the area and control access.		
Establish <b>Initial Objectives</b> : Measurable and contribute towards immediate <b>Public Safety Goals</b> listed above.		
<b>THINK ICS</b> : Establish Command Post, support sections, divisions/groups, task forces or strike teams, and Safety Officer.		
Have all immediate response personnel donned SCBA and turnout gear if required?		
Develop strategies and tactics with IC Staff to help accomplish <b>initial objectives</b> .		
<ul style="list-style-type: none"> <li>- Are you faced with Mass Casualty event where victim rescue is time sensitive?</li> <li>- Are you planning a "grab and drag" technique for HAZMAT environment – use buddy system and establish stay times for first responders.</li> </ul>		
Establish pre-decontamination areas to manage victims.		
Establish gross and technical decontamination corridors.		
Consider requesting activation of Emergency Operating Center (EOC).		
Consider Populations at Risk.		
Consider Public Notifications and how this will be done.		
Notify Hospitals: potential for self evacuators and possible chemical or agent victims have been exposed to at scene.		
Consider need for remote staging areas.		
Prepare for and provide direction for employment of outside response agencies (local, regional, state, and federal).		

  

Use Established Call-Down Lists	
Additional Alarms	SCBA Refill Support
EMS Support	HazMat Teams
Bomb Squad	DECON Teams/Support
Communication Support	Monitoring Support



### Detailed Report Information



Number of Casualties	
Signs and Symptoms of Victims (HazMat or WMD)	
Possible # of Critically Injured	
# of Response Personnel needed for immediate lifesaving efforts	
WX Conditions (Wind Direction, Speed, etc)	
Utility Concerns (Gas, Electric, or Water)	
Hazardous Materials:	
ID #?	
Other ID Information?	
Type and Quantity of Material Involved?	
HazMat spreading to Waterways, Drains?	
Characteristics of Material (Color, Smell), <i>only if readily detectable</i>	
Direction, height, color, odor of any plume/cloud.	
Other Hazardous Materials Nearby?	
Local Terrain Conditions (elevations, urban build-up)?	